

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, PERSONNEL
UNIT 29351
APO AE 09014

7 Jul 1999

AEAGA-CE (690-300K)

CPD Letter 690-40-9903

Processing Instructions for Foreign Post Differential (FPD),
Imminent Danger Pay (IDP) and Danger Pay (DP) Allowances

1. PURPOSE: To provide instructions on how to process employee claims for Foreign Post Differential (FPD), Imminent Danger Pay (IDP) or Danger Pay (DP).
2. Reference Department of State Standardized Regulations (DSSR), Chapter 500 (Post Differential) and Chapter 650 (Danger Pay Allowance)
3. GUIDANCE:
 - a. Employees assigned to areas where FPD, IDP and DP is authorized will coordinate payment claims with the Civilian Personnel Advisory Center (CPAC).
 - b. Claims for FPD, IDP and DP must be processed using the Standard Form (SF)1190 Foreign Allowances Application, Grant, and Report revised version, dated 1/98.
 - c. The CPAC will provide instructions for completing SF-1190s and counsel employees on their eligibility and re-payment responsibilities should overpayment occur.
 - d. The CPAC will forward properly completed packages to the Civilian Personnel Operations Center (CPOC) for processing to DFAS for payment.
 - e. Packages must include SF-1190, copy of DD 1610, Request and Authorization for TDY of DoD personnel and any amendments. In addition, a copy of completed DD 1351-1, travel settlement voucher, must be submitted as soon as possible but no later than final return from the temporary assignment(s) from locations where any of the above differentials were authorized. Incomplete packages will be returned to the employee.
 - f. The following statement must appear in the remarks section of the SF-1190:

"I am aware that this allowance will terminate the day I leave the area for which the allowance is authorized and I understand that any overpayment is subject to collection by retroactive deduction from my salary. I am also aware that it is my responsibility to notify the CPAC to stop the allowance when it is no longer authorized."

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4. PAYMENT PROCEDURES:

a. Employees deployed for less than 90 days shall submit complete package upon returning from the temporary assignment(s) at locations where FDP, IDP or DP is authorized.

b. Employees deployed for more than 90 days may elect payment either on a bi-weekly (with regular salary) or quarterly basis. Election must be in writing and documented in the remarks section of the SF-1190.

FOR THE DEPUTY CHIEF OF STAFF, PERSONNEL:

/S/
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